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CERTIFICATE OF MAILING PURSUANT TO 37 C.F.R. §1.8

I hereby certify that this correspondence and attached documents in response to a Notice to File Missing Parts of Application, pursuant to 37 C.F.R. §1.8, are being deposited with the United States Postal Service as first class mail in an envelope addressed to: BOX MISSING PARTS, Commissioner of Patents and Trademarks, Washington D.C. 20231, on:

Date: Sept. 6, 2002 By: Serge Mascari
Signature of person depositing mail

PATENT

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicant(s):	Randall W. Eckel	Docket No.:	32643.3650
Serial No.:	10/066,308	Filed:	January 30, 2002
TITLE:	**Methods and Apparatus for an Improved Corporate Portal**		

TRANSMITTAL OF MISSING PARTS FOR PATENT APPLICATION PURSUANT TO 37 C.F.R. §1.53(b)

BOX MISSING PARTS
Commissioner of Patents
Washington, D.C. 20231

Sir:

In response to the Notice to File Missing Parts of Application mailed on March 7, 2002 in the above-identified application, enclosed herewith are the missing parts needed to complete filing of the subject patent application.

I. Small Entity Status

[x] Small entity status under 37 C.F.R. §§1.9 and 1.27 is claimed.
[] Verified statements to establish small entity status under 37 C.F.R. §§1.9 and 1.27 is enclosed.

II. Fee Calculation

[x] Basic Filing Fee	$740.00 =	$740.00
[x] Surcharge as set forth in 37 C.F.R. §1.16(l)	$130.00 =	$130.00
[] Assignment Recordation Fee	$40.00 =	N/A
[] Total Claims=____ (Claims Over 20=____ x $18.00)	$18.00 =	N/A
[] Total Independent Claims=__ (Independent Claims Over 3=___x $84.00)	$80.00 =	N/A
If one of the "small entity" boxes above is checked, enter half (1/2) of the Subtotal and subtract.	-	435.00

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	Subtotal =	$435.00

Fee Calculation: Request for Extension of Time pursuant to 37 C.F.R. §1.17(a)

[] Missing parts filed within **first** month after due date – add	$ 110.00 +	N/A
[] Missing parts filed within **second** month after due date – add	$ 400.00 +	N/A
[] Missing parts filed within **third** month after due date – add	$ 920.00 +	N/A
[x] Missing parts filed within **fourth** month after due date – add	$1,440.00 +	1,440.00
[] Missing parts filed within **fifth** month after due date – add	$1,960.00 +	N/A
	Subtotal:	$720.00
If one of the "small entity" boxes above is checked, enter half (1/2) of the Subtotal and subtract.		$937

TOTAL FEES ENCLOSED $1155.00

III. Enclosures (check as applicable)

[X] Notice to File Missing Parts of Nonprovisional Application
[X] Declaration of inventor
[X] Acknowledgement Postcard
[X] Substitute Drawings

IV. Manner of Payment

[X] Please debit Deposit Account No. 19-2814 in the amount of $1155.00, for which purpose **a duplicate copy of this sheet is attached.**
[] A check in the amount of $____ is attached.

This statement does NOT authorize charge of the issue fee. The Commissioner is hereby authorized to charge any fee specifically authorized hereafter, or any **deficiency** in the fee(s) filed, or asserted to be filed, or which should have been filed herewith or concerning any paper filed hereafter, and which may be required under 37 C.F.R. §§1.16-1.18 (**deficiency** only) now or hereafter relative to this Application and the resulting Official document under 37 C.F.R. §1.20, or credit any overpayment to Account No. 19-2814 **for which purpose a duplicate copy of this sheet is attached**.

Respectfully submitted,

Dated: Sept. 5, 2002 By _____

Daniel R. Pote
Reg. No. 43,011

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UNITED STATES PATENT AND TRADEMARK OFFICE

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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/066,308	01/30/2002	Randall W. Eckel	32643.3650

CONFIRMATION NO. 2037

FORMALITIES LETTER

OC000000007601258

Daniel R. Pote, Esq.
SNELL & WILMER L.L.C.
One Arizona Center
400 East Van Buren
Phoenix, AZ 85004-2202

Date Mailed: 03/07/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
 Applicant must submit $ **370** *to complete the basic filing fee for a small entity.*
- The oath or declaration is missing.
 A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of $65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is $ 435.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

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A copy of this notice MUST be returned with the reply.

C. D. Harris

Customer Service Center
Initial Patent Examination Division (703) 308-1202
PART 2 - COPY TO BE RETURNED WITH RESPONSE

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